A-TECH/NORTHWEST, INC.
ROOF CONSULTING, MOISTURE TESTING & ANALYSIS

ROOF PROJECT REPORT

-ADDENDUM #1-

(Pre-Bid Meeting)

MEETING DATE:	July 20, 2006	***Meeting ID#:***	Pre-Bid
PROJECT #:	06069	***REPORT DATE:***	7/22/06
		RMS REFERENCE #:	n/a

COMPANY: **TRAHO ARCHITECTS, PS**
1460 North 16th Avenue
Suite A
Yakima, WA 98902

Attn: Ken Ormbrek
President
509/452-0609
509/452-0578 (*Fax)*

FACILITY (PROJECT): **THE CAPITOL THEATRE**
19 South 3rd Street
Yakima, Washington

Distribution List: ***(* Meeting Attendees)***

NAME:	COMPANY:	TELEPHONE:	FAX:
Ken Ormbrek	Traho Architects, PS	509/452-0609	509/452-0578
Mike Leslie	Dan Leslie Roofing	509/453-0074	509/248-7887
Jerry Turnbull	M.G. Wagner Roofing Co.	509/575-0934	509/453-0592
Ric Fernandez	M.G. Wagner Roofing Co.	509/575-0934	509/453-0592
Doug Coddington	A-Tech/Northwest, Inc.	503/628-2882	503/624-1580

PART I - DISCUSSION

A. PURPOSE:

1. This pre-bid meeting was conducted to review the pending roof replacement on this building.
2. The information within this report shall be identified as Addendum #1.
   a. Additional addenda may be generated depending on how the pre-bid process proceeds and the type of questions that arise.
   b. If a question arises that will affect the bidding process *(scope, price, etc.)* and is not explained within the specifications, we will, at our sole discretion, generate additional addenda and fax to all parties.

B. GENERAL:

1. The meeting was called to order by Doug Coddington at 10:00 *a.m.* with all listed attendees present.
2. The project was discussed in general terms during the meeting at the conference room and on the roof to review various items at that time and from that perspective.
3. The key items listed herein were discussed during the meeting and walk-thru of the work.

C. NOTED / DISCUSSED ITEMS:

1. Scott McKay is the local *(on-site)* contact for the project.
   a. He can coordinate any activity, access, etc. during the bidding process.
      (1) Scott's number is 509/853-8324.
   b. Specific technical questions should be forwarded directly to Doug Coddington during the bidding process.
2. Safety:
   a. Safety is a key issue at all times during the course of the project.
   b. The roofing contractor is responsible for all activities associated with the project from the start to finish.
   c. Roof Access:
      (1) All access must be coordinated with the Capitol Theatre during the bidding process and the actual work.
      (2) All inside access must be coordinated with the Capitol Theatre during the project. Access by ladders is acceptable.
         (a) Ladders are to be removed daily to prevent unauthorized access.
3. Restroom/toilet facilities are to be supplied and maintained by contractor.
4. Storage and Staging:
   a. Materials may be stored on the roofs or at parking lot at east side of building, as approved by the Capitol Theatre.
   b. Staging will be at the east and north sides of building and will be coordinated with the Capitol Theatre.
   c. All roof loading and unloading must be coordinated with the Capitol Theatre.
   d. PP&L will install covers over power lines during the course of the project.
5. Clarifications:
   a. <u>SECTION 01010, PART 1, 1.05, D,3, d:</u>
      (1) Change to "Coverage of not less than $ 2,000,000.00"
   b. <u>BID / PROJECT INFORMATION:</u>
      (1) K: Substantial Completion Date: Changed to "October 1, 2006".
      (2) L: Final Completion Date: Changed to "October 15, 2006".
   c. <u>INSTRUCTION TO BIDDERS II.B.1.(a).(2) - Insulation:</u>
      (1) Installation of R-30 total including two *(2)* layers of 2.5" polyisocyanurate and ½" recover board insulation. Change to include:
         (a) "Roofs A, B & D: 4x8 sheets of polyisocyanurate."
         (b) "Roof C: 4x4 sheets of polyisocyanurate."

d. Reglets:

(1) Salvage existing reglets and install new counter-flashing at parapets, as discussed at the pre-bid meeting.

e. Painting:

(1) Painting of concrete parapets will not be part of the roofing project.

f. Condenser Unit Detail:

(1) Johns Manville detail will be sent to all meeting attendees in subsequent addendum when it arrives.

g. If a bidder finds a page missing within the bid documents, please notify our office immediately and we will fax the page to you.

(1) Every effort is made to review the documents before they are distributed but sometimes pages do not copy correctly.

(2) The pages are numbered and should be easily identifiable if a page is missing.

PART II – RECOMMENDATIONS:

A. GENERAL:

1. Continue with bid process.

a. Bids are due by Tuesday, August 1, 2006 at 2:00 *p.m.*, as noted with the specifications.

B. SUMMARY:

1. These meeting minutes reflect our understanding of the discussion held. Please notify our office immediately and prior to bid date and time, of any discrepancies; otherwise, we will assume that the contents of this report and the specifications are correct and agreed upon.

Respectfully submitted,

A-Tech/Northwest, Inc.

Doug Coddington *(electronic)*

Doug Coddington, *RCI*
Vice President

Copy: All parties listed herein
Alan Loftesness, A-Tech/Northwest, Inc.
Project Manual / Master Files

- End of Addendum -